



Ringside Market Table Booth Policy & Procedures 2017

Welcome to the Ringside Market

The Ringside Market is a part of the Hornby Island Co-op Complex and is subject to policies adopted by the Co-op Board Directors and Co-op Management Team. Part of the fees collected from Vendors go to enhance and improve the Ringside Market atmosphere. Table booth vendors are expected to co-operate with the following guidelines to ensure a safe and pleasant marketplace.

Booth Registration- 3 spaces total

Monday mornings at 9:30 am. Meet at vending spaces in the Ringside.

Weekly bookings are from Tues – Mon, beginning the Tuesday after registration.

If there are more than 3 applicants;

1. Current weekly vendors will have to wait 1 week before re-applying.
2. One space given local priority. Requires BC Driver's License with Hornby address.
3. Remaining spaces raffled by marble draw.

Each space offers 1 large umbrella which **may be shared between up to 2 vendors, once all of the umbrellas are rented**. Sharing to be arranged by the person who registered & paid for the space. Tables & wares of both occupants must fit in space provided.

Power connections available to 2 spaces, 1 plug each, closest to the sand box.

Weekly booth fees are to be paid in advance at the Co-op Customer Service Desk, *before setting up market booth*.

Up to 2 children (12 & under) per day may set up on the greenspace in Ringside, free of charge. Children vendors are not considered registered booths.

Fees – week/weekend only

Fees applicable between May 19, 2017 and September 05, 2017:

	Co-op member*	Non-Member
Weekly fee	\$105.00	\$175.00
Weekend (if space available)	\$60.00	\$80.00

*Membership in good standing, in own name, to qualify.

Goods and Services

To determine eligibility, prospective vendors should contact Co-op administration. Co-op management will consult with Ringside merchants, to determine undue competition. As we carry local produce in store no local produce vendors. No live animals on the premises as pets or merchandise.

General

Vendors will be responsible for their own Mirrors/Change rooms.

All food and beverage vendors must have documentation and comply with all Health regulations.

Pathways are to be kept clear for public use. Tables and display fixtures must fit in the space provided.

The Co-op parking lots are for patrons only. Vendors must park off site. Loading and unloading will be limited to 30 minutes.

Vendors are expected to refrain from playing music, radios, and creating loud noises or disturbances within Ringside.

Ringside is a nonsmoking area.

Vendors are expected to respect other vendors, ringside merchants and the general public.

Non-conforming behavior will result in immediate expulsion from Ringside with no recourse or opportunity to vend for the rest of the season.

If you require any further details, please contact Co-op administration.